

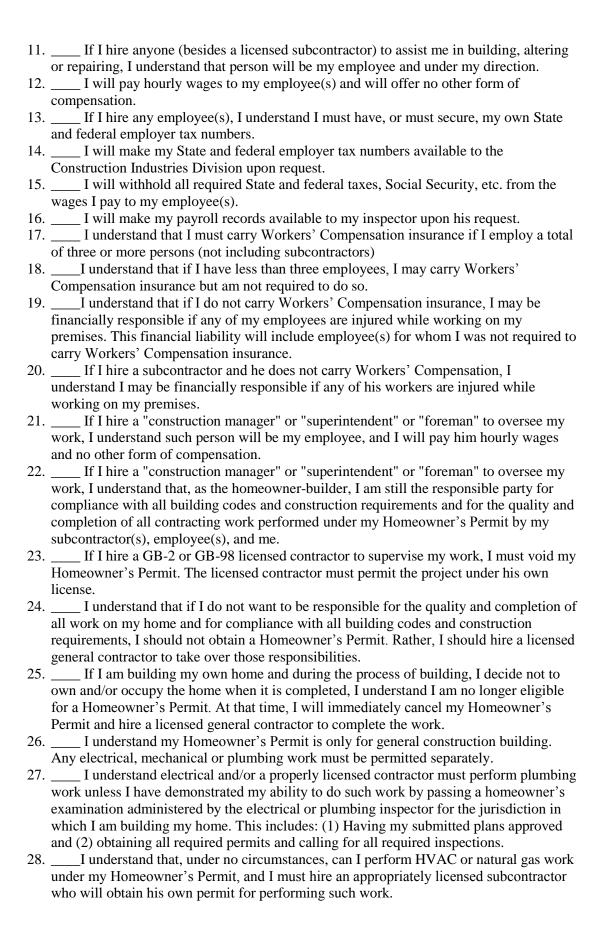
CITY OF SUNLAND PARK

COMMUNITY DEVELOPMENT DEPARTMENT

1000 McNUTT RD, SUITE "G" SUNLAND PARK, NM 88063 (575) 589-3631 FAX (575) 589-7481

HOMEOWNER'S RESPONSIBILITIES FOR ANY TYPE OF ALTERATION OR CONSTRUCTION MADE TO A RESIDENTIAL BUILDING

Please c	heck the appropriate blank:	
I plan to build a single-family home that will be owned and occupied by myself.		
	plan to alter, repair or make improvements to a home owned and occupied by me.	
_	plan to build or improve a free-standing storage building 200 sq ft or more located on my	
-	sidential property	
10	ordeniam property	
	owner's Permit carries serious responsibilities and is not appropriate for everyone. Please of the following statements.	
If you do	ree with a statement and your answer to it is "yes", then place your initials in front of it. not answer, "yes" to every statement, you should seriously reconsider applying for a ner's Permit.	
you are re signed ch	ting your initials on each item and signing this form in the presence of a Notary Public, equired to submit this checklist with your Building Permit application package. This ecklist will be kept on record with the permit application as proof of your assumption of and liabilities associated with a Homeowner's Permit.	
	I understand I must apply for my Homeowner's Permit by myself and cannot	
	elegate this task to anyone.	
	I am familiar with the construction process and know enough about building to be	
	ny own homeowner builder.	
	I am familiar with the New Mexico Building Code, the Construction Industries	
	cicensing Act, the Construction Industries Division Rules and Regulations, and the building requirements of the City of Sunland Park.	
	I will comply with all applicable building codes and requirements.	
	I will comply with an applicable building codes and requirements I will call for inspections at appropriate times and will make my premises accessible	
	t will can for hispections at appropriate times and will make my premises accessible to the inspector.	
	I understand that a re-inspection and a re-inspection fee will be required if any work	
	loes not meet code and/or I call for an inspection when work is not ready and/or the work	
	be inspected is not accessible to the inspector.	
	I understand that, by taking out a Homeowner's Permit, I am acting as my own	
	omeowner-builder.	
	I understand that, as the homeowner-builder, I can hire subcontractor(s) to perform	
	Il or any portion of the work.	
	I understand that before I hire any subcontractor, I must verify with the	
	Construction Industries Division that he is duly licensed in New Mexico to perform the	
	ype of work for which I intend to hire him.	
	I understand that, as the homeowner-builder, I may physically do the work myself	
	nd/or hire employees.	



	I understand that if I hire a subcontractor to do the electrical and/or plumbing work,
	at subcontractor must obtain his own permit for his portion of the work. I understand that if I do not cure any cited code violation within ninety (90) days,
	Construction Industries Commission may assess a penalty of up to Two Hundred
	ollars (\$200.00) against me.
	I understand that if I fail to call for a final inspection, the City of Sunland Park may
	sess a penalty of up to Five Hundred Dollars (\$500.00) against me.
	I understand that I must call for and pass all required inspections, including a final spection, in order to obtain a Certificate of Occupancy.
	I understand the law requires I may not occupy my home (or addition to my home)
	til a Certificate of Occupancy has been issued; by my general construction inspector.
	I understand that if I disregard the law and occupy my home (or addition) prior to
	al inspection, no Certificate of Occupancy will be issued to me after final inspection or
	any time in the future.
	I understand that I may have difficulty in closing on a construction loan, refinancing
	home or selling my home in the future if I do not follow all laws and procedures and
	tain a Certificate of Occupancy.
	I understand the Certificate of Occupancy will clearly state my home (or addition)
	s built under a Homeowner's Permit.
	I understand that I will have limited remedies available to me through the
	I understand that I will have infinited refliedles available to the through the instruction Industries Division and/or the Construction Industries Commission and/or
	City of Sunland Park because I have assumed the responsibilities for this project that
	buld have normally been assumed by a licensed general contractor.
wc	did have normany been assumed by a needsed general contractor.
Ĭ	certify that I have read the above statements and
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NOTE: This signed copy is to be attached to the Homeowner's Permit application. A photocopy is to be given to the homeowner named above.